

READINESS AND BUSINESS OPERATIONS OFFICE (DSCC-O)

MISSION:

Acts as the principle advisor and reports to the Commander, Defense Supply Center, Columbus, in directing the accomplishment of ICP mission responsibilities to provide integrated materiel management and control of assigned items, integrated logistic support of personnel and weapon systems, equipment and their components owned, operated and maintained by and/or for Federal agencies and other authorized activities. Responsible for achieving overall strategic planning, including a market responsive organization, customer service strategies, defining market boundaries, increased profitability and ample resourcing to ensure product quality, customer satisfaction and meeting customer responses, in a timely manner. Responsible for decisions to ensure performance can be measured through efficient production, economic gain, program growth, technical development and direction of the overall mission of the Readiness & Business Operations, to ensure achievement of the DSCC Balanced Scorecard/Business Plan critical success factors, goals and objectives.

FUNCTIONS:

1. Consolidates directorate responses to inquiries and reports, including Congressional inquiries, GAO and DoD Inspector General Reports and management reviews.
2. Exercises delegated authority to monitor, synthesize, evaluate and direct the efforts of principal staff elements and four major ICP Application Groups.
3. Coordinates personnel actions and manpower improvement programs; develops performance standards, position descriptions and employee award and training programs.
4. Ensures implementation of DoD and DLA strategic business plans, policies, procedures and programs regarding the functions of the ICP Application Groups.
5. Performs systematic measurement of strengths and weaknesses through review and analysis of overall production control and cost data. Maintains statistics and prepares charts, briefings and management information in support of the business unit decisions leading to increased profitability and supportability.
6. Formulates marketing strategies that lead to delivering on promises involving product quality, customer satisfaction and responsiveness.
7. Determines material funding requirements among the Commodities, Land, Aerospace and Maritime Directorates and coordinates the development of the ICP's material budget with the comptroller, provides justification for ample resourcing to ensure delivery of worldwide logistics support. Moreover, determines O Directorate requirements and implements the Directorate's Operating Budget.
8. Provides technical guidance and program management in career development to satisfy specialized and on-the-job training needs of technical personnel.
9. Takes necessary measures to assure that the system of internal controls is conducted in accordance with standards established by the Federal Managers' Financial Integrity Act (FMFIA) of 1982 (31 U.S.C. 3512(b)).

10. Takes necessary corrective action to maintain the integrity of the internal control system and accumulates data to support the annual statements by maintaining a follow-up tracking system on audits, inspections and internal reviews of the ICP Readiness & Business Operations.
11. Reviews and coordinates system changes and operating procedures developed by DSIO, Lead Centers and Field Activities, HQ DLA and other functional managers, to determine impact on operations. Recommends changes, as necessary.
12. Requests assistance from activity information processing center, Corporate Information Office (DSCC-B) or DSDC, when necessary, to resolve problems.
13. Ensures an internal tracking system is used to develop an annual report which evaluates and formally reports on the adequacy and effectiveness of internal accounting controls and procedures.
14. Maintains Directorate property inventory and initiates action to repair/replace equipment, as required.
15. Executive champion of the Executive Steering Group, Stock Fund working Group and the Readiness Council. Overall sponsor for the entire DSCC council structure.

INVENTORY CONTROL TEAM (DSCC-OI)

MISSION:

Acts as Center liaison for inventory functions with depots and HQ DLA. Is formally accountable for all DSCC assets at selected storage activities. Monitors work which affects inventory accuracy of Center records. Responsible for any/all areas of transportation and traffic management for the Defense Supply Center, Columbus. Establishes ICP transportation policy and procedures based upon interpretation of rules and regulations governing the movement of material throughout the Defense Department's transportation system.

FUNCTIONS:

1. Maintains formal accountability for all DSCC stored assets.
2. Coordinates inventory cutoff dates with automatic data processing and storage activities; approves sample and complete inventories; directs special inventories; reviews and submits inventory adjustment vouchers for approval; and recommends reports of Survey.
3. Plans inventory workload and coordinates inventory schedules with distribution activities.
4. Adjusts accountable records, as required.
5. Monitors location reconciliation process between the Center and depots.
6. Prepares required HQ DLA reports concerning inventory accuracy, such as the Causative Research and Inventory Control Effectiveness reports.
7. Assures that all items shipped from or to stockage points reach the correct destination in the correct fashion. Resolves questions and discrepancies and processes documentation relating to shortages, misdirected shipments, nonreceipt of material, damaged material, shipment status, payment, forecasted transportation requirements and transportation capabilities. Prepares GBLs for ITO signature authorizing payment to carriers for transportation services.

8. Serves as the DSCC contact point for all transportation matters with the U.S., Air Staff, the Army Chief of Staff for Logistics, the Naval Systems Command, the Commandant of the Marine Corps, the National Guard Bureau, the HQ DLA Transportation Division, representatives of state, county and local governments and all commercial carrier organizational representatives for the purpose of coordination of DSCC transportation operations with operations of other organizations.
9. Responsible for movement of commodities that require special handling (particularly radioactive materials) and supplementary services (arms and dangerous articles) that require negotiations with carriers to complete transportation arrangements.
10. Independently conducts studies or acts as transportation consultant on special stock transfers or other distribution techniques.
11. Advises the Director, on the relative cost, time, safety and other factors involving current, revised and new traffic systems pertaining to shipments from suppliers and compares these with applicable adjustment from other sources, in order that the Director may be informed as to the geographic areas in which rates and/or transit privileges are more advantageous and takes this knowledge into account when making overall policy recommendations and decisions.
12. Analyzes policies, procedures, systems and changes to logistical supply, distribution and procurement directives affecting traffic and transportation economies and regulations prescribed by the FAR, DTMR, MILSTAMP, MILSTRIP, MILCAP, other MILS and DLA and DSCC publications and recommends modifications or system changes thereto.
13. Develops and recommends supply, distribution and procurement programs or automated system programs to Center functional elements, DLA or DSDC for effecting greater transportation efficiencies.
14. Reviews and analyzes terms of contracts to determine the contract administration arrangements needed for the transportation of goods involved.
15. Provides control, monitors and evaluates the effectiveness of traffic management policy in Supply and Procurement.

SUPPLY CHAIN MANAGEMENT UNIT (DSCC-OL)

MISSION:

Responsible for identifying opportunities for major and widespread business practice improvements by reengineering any business area/process at DSCC involved in supplying parts or services to DSCC's customers.

FUNCTIONS:

1. Responsible for working with all DSCC staff offices and application groups to identify the need for, and subsequently develop, new and innovative business initiatives and processes to improve any function in the overall supply chain.

2. Performs initial contacts with customers to determine the need for new or improved methods of supporting their requirements. Work is primarily of a developmental/market testing nature and usually involves high-level management within customers command structures.
3. Performs initial contacts with industry segments or individual contractors to determine feasibility of new methods or initiatives to support customer requirements or improve the efficiency and effectiveness of the DSCC supply chain.
4. Conducts overall market research to develop the details associated with the new business initiatives. Identifies the need for new or changed policies as impacted by the market research. Develops and coordinates proposed policy changes within DSCC and HQ DLA.
5. Develops and tests through prototype efforts, as well as monitors implementation of new innovative initiatives to ensure they effectively and efficiently solve the identified supply chain issues. Monitors, analyzes, and reports on the effectiveness and suitability for deployment of the new process to validate the expected results and make appropriate changes to the Center's acquisition processes.
6. Performs special assignments that require significant departure from the normal process or require significant initial investment of resources or are innovative efforts that directly impact all applications and other DLA/Military Service support activities. Establishes and maintains visibility and control of assigned/approved projects to ensure they are implemented effectively.
7. Participates in conference and seminars with higher echelon military or professional organizations and with other customers to enhance mission effectiveness.
8. Develops and provides policy/guidance for Supply Chain Management initiatives to ensure the changes are clearly understood and potential impacts are considered.
9. Provides professional and technical advice to all applications in the development of Supply Chain Management (SCM) concepts, policies, and procedures to ensure a comprehensive SCM strategy, including identification of barriers and systemic problems which inhibit continuous improvement, as they relate to any functional area with the supply chain process.
10. Develops and maintains visibility of the Center's SCM efforts including on-line, real time visibility to any associations needing the information.
11. Interfaces with DLA, Defense Supply Centers, and the Military Services to gather and provide information necessary to the successful implementation of various SCM.
12. Performs continuing analysis to identify areas with potential for improved customer support. Assists all Applications or DLA Defense Supply Centers in gathering or analyzing data and serving as the focal point for exchange of data or documentation necessary to accomplish effective SCM planning.

1300 WEAPONS SYSTEMS READINESS OFFICER (DSCC-OR)

MISSION:

Commander's focal point for all ICP readiness issues. Provides operational control and support to the director to accomplish responsibilities for materiel management and technical operations for assigned Weapon Systems.

FUNCTIONS:

1. Reviews management reports and indicators by weapon system and directs actions necessary to ensure meeting supply availability goals. Evaluates WSSP performance and procedures and provides reports and recommendations to the ITD Director and DSCC Commander.
2. Crafts, institutionalizes and assures the implementation of DoD, DLA, DSC and interdirectorate weapon systems support policies, procedures, plans and programs to meet the readiness needs of the Services.
3. Conducts review of high dollar Supply Support Requests (SSRs) and collaborates with the military services to verify retail and stock replenishment quantitative requirements prior to procurement and translates such requirements into action oriented direction for promulgation by the ICP Technical Director.
4. Identifies recurring supply problems/recommends corrective action(s). Develops and maintains records of recurring supply problems on a systematic basis; identifies trends; conducts studies to establish causes; identifies and recommends corrective actions. Monitors such actions and recommends improvements for efficiency and/or effectiveness.
5. Administers implementation of such programs as War Reserve, Special Program Requirements and Interservice Supply Support Program and develops and briefs weapon systems readiness support presentations on any number of the weapon systems supported by DSCC.
6. Administers the Materiel Returns Program and the Defense Materiel Utilization Program applicable to WSSP.
7. Administers, where applicable, the WSSP repair program including priority, economic repair limits, repairs schedules; and develops funding requirements and budget data through interface with military services and other customers.
8. Determines WSSP requirements and arranges for storage space to include positioning, distribution and redistribution of stocks and evacuation of temporary storage facilities in coordination with the Corporate Information Office (DSCC-B).
9. Coordinates through DSCC-P requirement for and adequacy of the production base for peacetime and expansion to meet mobilization conditions essential to assure repair/overhaul support (includes commercial contracts).
10. Administers the WSSP interchangeability and substitutability program.
11. Interfaces and acts as the liaison with Service Program Support Inventory Control Points, Weapon System Program Managers and major HQ staff such as DLA, service headquarters and operational CINCs and Commanders' staff world-wide. Prepares for and coordinates reassignment of item management to accomplish capitalization/decapitalization.
12. Champion of the ESOC Working Group.

